

PARISH OF RADNAGE

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD AT 8.15 PM ON WEDNESDAY 11th MAY IN RADNAGE VILLAGE HALL

Present: Councillors: Chairman Mr R Fawell, Vice-Chairman Ms E Fynn, Mr M Blakstad, Mrs S Jones, Mr L Perring, Mr R Pitcher, and Clerk Mrs G MacKenzie.

1. Welcome and Apologies for Absence.

No apologies for absence had been received. The Chairman opened the meeting. One member of the public was present.

MEETING CLOSED FOR PUBLIC SESSION

Mr Glenn suggested that residents should be asked to volunteer on an informal basis to assist with project work. This was duly considered and agreed that the Clerk should place a request for volunteers to come forward in the next edition of church and community magazine 'Contact'. **ACTION: Clerk**

MEETING REOPENED

2. Declarations of any personal or prejudicial interests.

None were declared. Cllrs asked to be provided with further information regarding this. **ACTION: Clerk**

3. Acceptance and signing of minutes of the last meeting held 13th April 2011.

Cllr Pitcher proposed, seconded by Cllr Fynn that the minutes of the meeting held on 13th April be accepted as a true record. This was agreed by Cllr Perring and the minutes signed and dated.

4. Acceptance and signing of minutes of Parish Meeting held 27th April 2011.

Cllr Pitcher proposed, seconded by Cllr Perring that the minutes of the Annual Parish Meeting held on 27th April be accepted as a true record. This was agreed by Cllr Fynn and the minutes signed and dated.

5. Report on progress on items in the previous minutes

The Clerk reported that all actions from the last meeting had either been completed or would be reported on at this meeting.

6. To consider planning applications received.

11/05893/FUL Householder application for the erection of a timber clad garden shed - alternative scheme to that permitted under pp/10/07459/FUL Barley Hollow, Bennett End Road. The Parish Council strongly objects to this application as the revised application is for a much larger shed than previously permitted and includes a WC, shower and kitchen unit, potentially making this shed habitable. The Clerk was asked to ensure that these comments were made known to the planning authority. **ACTION: Clerk**

Two further applications had been received since the Agenda had been produced and would require decisions prior to the next meeting of the Parish Council. These would therefore be considered by the planning team, timely decisions made known to the Clerk to provide any comment to the planning authority and advised at the next meeting.

Linden, Radnage Common Road. Householder application for the construction of a single storey front extension; raising of roof and insertion of front and rear dormer in connection with loft conversion.

Three Ways, Radnage Common Road. Householder application for replacement of flat roof dormers with new dormers on the south-east and north-west elevations in lieu of removal of conservatory.

7. Finance

a) The Clerk reported that the Internal Auditor had completed his annual check of accounts and governance and that he had given a favourable verbal report. The Clerk advised that as at 31st April the current account stood at £8,881.70 and as at 11th April the deposit account had a balance of £10,031.35 representing interest of 45p.

b) Cheques presented for payment were approved as proposed by Cllr Blakstad and seconded by Cllr Fynn with all in agreement:

Thames Water – Village Hall water services 14 Jan to 19 Apr £36.14

Salaries and Expenses for April: £624.70

The Print Shop – photocopying and postage stamps £27.92

Reynolds Parry Jones Solicitors – for work relating to Common Land Project £1,753.00 +VAT

G Spratt – grass cutting contract Mar- May £877

Premier Windows – deposit for 5 further replacement windows plus replacement panel £255.00

Came and Company Parish Council Insurance £1547.76

Direct Debit Southern Electric – Village Hall monthly direct debit (April) £65.00

Direct Debit Sita UK Ltd – Village Hall Waste for month of April £114.06 + VAT

8. Parish Council Insurance.

The Clerk reported that the Parish Council Insurance was due for renewal and that the premium was within the budget and included the Hall Action Group insurance – which would save money on a separate policy. The annual premium of £1547.76 was agreed as proposed by Cllr Fynn and seconded by Cllr Perring with all in agreement.

9. Correspondence.

The Clerk advised of the following items of correspondence:

- a) The cheque for the fees relating to the memorial for Ruth Kilburn has now been received from West Wycombe PCC.
- b) The first half of the annual Precept has been paid into our account and will appear in next month's financial report.
- c) Information on Armed Forces Day on 25th June has been received from several organisations and the details would be displayed on notice boards.
- d) Official notification of the Parish Council elections has not yet been received but is available on the WDC website.

10. Village Hall update

A report was received from Cllr Fynn advising that work has finished on the roof over the entrance hall, additional insulation has been installed, the boards replaced to give a boarded-out loft space, new gutters and soffits have been fitted and the scaffolding removed. She reported that visually the new pitched roof is a vast improvement on the old flat roof. Cllr Fynn also reported that the replacement window company has measured up for the next five windows to be fitted with double-glazed units; these are in the ladies' and men's toilets and the electrics cupboard. It is hoped these will be installed within the next four weeks. It was also intended to hold a meeting of the Hall Action Group within the next four weeks. It was also noted that following the success of the first cookery workshop held in the new kitchen, a further three dates have been booked for May, June and July.

It was proposed by Cllr Blakstad and seconded by Cllr Fynn that the next five windows in the replacement programme be ordered, plus the replacement panel for the window with broken glass. The cost of these would be £1,275 exclusive VAT. All were in agreement.

Cllr Perring reported that he would be re-routing the wiring of the outside light and Cllr Fynn reported that she would now be approaching BT to have the drop wire put back.

11. Open Spaces

- a) Councillors agreed the style of the memorial bench and plaque to be installed on the recreation ground by the family of Edna and Arthur Atkins. The Clerk would advise the family of this decision. **ACTION: Clerk**
- b) The cost of a replacement 'Radenac' tree had been obtained by Mr Blaylock however; it was considered that this needed further investigation to see if a larger tree could be purchased within the limited budget available. Cllr Blakstad agreed to investigate options and the Clerk asked to advise Mr Blaylock of this decision. **ACTION: MB and Clerk**
- c) There was no update available on the impending start date for the work to the War Memorial.

d) All agreed to the arrangements for the annual Playground RoSPA inspection as organised by WDC at a cost of £64 + VAT. Cllr Perring would ask Clare Nellis for her copy of the previous inspection report. **ACTION:LP**
e) It was noted that the hedge alongside the notice board opposite the school, had been reduced by the resident whose garden borders the road however; it was considered that more trimming was necessary. Cllr Fynn and Cllr Perring would continue to pursue this. **ACTION: EF and LP**

12. Risk Management.

A review of the May elements of the Risk Register was made and action recorded as appropriate.

13. Action Plan.

New councillors were given copies of the Action Plan for perusal and retention.

14. Clerks Matters.

The Clerk advised that the up to date copies of Standing Orders, Financial Standing Orders and Code of Conduct had already been sent to previous councillors and that these would be sent by email to the newly elected councillors for their information.

15. To receive Reports from Councillors on meetings that they have attended.

No meetings had been attended.

16. To note Forthcoming Meetings and Attendees.

The Clerk advised that a New Councillor Induction Course was being held by BALC on three dates in different areas of the County. The Clerk agreed to send the information to all councillors with the exception of Cllrs Fynn and Perring (who had attended a previous course). **ACTION: Clerk**

17. Date of Next Meeting: Wednesday 8th June 2011 8pm.

The meeting closed at 2200 hours.

PUBLIC SESSION There was no further public session.

Chairman's Signature:

Date: